



## Project Change Request

**Project Name:** Dept of Veterans Affairs Forms Application **CR #: 2**  
**Project Sponsor:** Melissa Miller  
**Change requested by:** DVA  
**Originator:** Mary Hadd  
**Urgency:** Major **Date requested:** 10/18/2010

<b>Justification</b>	Additional items are needed based on new federal requirements and security
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Hours	Description of Change Requested:
4	<ol style="list-style-type: none"><li>1. Utilize DAS/ITE's Authentication and Authorization (A&amp;A) service for funeral directors when completing the Interment Form.</li><li>2. Funeral Director's will search by last name and last four digits of the Social Security Number (SSN)<ol style="list-style-type: none"><li>a. If there is a match, the names will be listed with the person's name, date of birth and last four of the SSN.</li><li>b. If there is not a match, the funeral director will select the "NEW" button and begin a new application.</li></ol></li><li>3. Add adult child to the household income on the Trust Fund Application.</li></ol>
<b>Reason for Change:</b>	<ol style="list-style-type: none"><li>1. Federal Requirements</li><li>2. Security Requirements</li></ol>
<b>Proposed Approach to Resolve:</b>	Incorporate the changes while building the revised website
<b>Description of Change Requested:</b>	Amend code and database to accommodate the items above.



**Project Change Request**

**Impact**

**Impact on Scope:** The scope of the project has increased to accommodate the new information.

**Impact on Scope Risk:** Additional testing will need to be performed to insure the information captured is correct.

**Impact on Schedule:** The schedule is increased by 4 hours.

**Impact on Staffing Effort:** The main resource will be needed for an additional amount of time to complete the project.

**Impact on Spending:** Additional \$452

**Previous Spending**

Planning and Design: \$129,700

Implementation: \$99,876

Acting CIO/Date	Director, DAS/Date



**Project Change Request**

Approval

Project Leader/Date	Customer/Date	Sponsor/Date